

**DELAWARE PROFESSIONAL STANDARDS BOARD
PROFESSIONAL DEVELOPMENT AND ASSOCIATED
COMPENSATION SUBCOMMITTEE**

The Townsend Building
401 Federal Street, Suite 2
Dover, Delaware 19901

Meeting Minutes

April 26, 2018
1:00 P.M.
Cabinet Room, Townsend Building

Members Present: Jim Comegys, Mary Cooke, Darren Guido, LouAnn Hudson, Kim Krzanowski (left early), Alyssa Moore, Lisa Pragg, Deb Stevens, and Rhonda West

Members Absent: Matt Burrows, Deanna Hess, and Jon Neubauer

Others Present: Rick Lane, PSB Administrative Assistant; Laura Makransky, Deputy Attorney General, representing the PSB

I. Opening

A. Call to Order: Alyssa Moore called the meeting to Order at 1:09 p.m.

B. Roll Call

Rick Lane conducted roll call for the meeting with 9 members present (Comegys, Cooke, Guido, Hudson, Krzanowski, Moore, Pragg, Stevens, and West).

C. Approval of Agenda

A motion was made by LouAnn Hudson and seconded by Deb Stevens to approve the April 26, 2018 agenda. *The motion carried unanimously* (Comegys, Cooke, Guido, Hudson, Krzanowski, Moore, Pragg, Stevens, and West).

D. Approval of Minutes

Due to insufficient members present that were in attendance at the July 11, 2017, and September 12, 2017 PDAC Meetings, the minutes were not able to be approved and will be posted as draft version. A motion was made by Mary Cooke and seconded by Kim Krzanowski to approve the minutes from the January 18, 2018 meeting. *The motion carried unanimously* (Cooke, Guido, Hudson, Krzanowski, Moore, Pragg, Stevens, and West).

II. Presentations

None

III. Professional Standards Board Update

Rick Lane updated the committee on recent activities of the PSB.

IV. Member Updates on Professional Learning

None

V. Micro-Credential Issuer Evaluation Criteria

Alyssa Moore presented the Micro-credential issuer evaluation criteria with revisions from the last meeting. The members discussed and made several suggestions for a final version of the micro-credential screener. The approval rubric was discussed and will be presented at the next meeting.

VI. Other

- A. The committee was presented with a draft of scheduled PDACC meetings for 2018-2019 for review. The calendar will be up for approval at the next meeting.
- B. Due to a change in role at the Department, Jon Neubauer stepped down as co-chair of the PDACC. A motion to nominate Darren Guido as the new co-chair was made by Alyssa Moore and seconded by Deb Stevens. *The motion carried unanimously* (Comegys, Cooke, Guido, Hudson, Moore, Pragg, Stevens, and West).

VII. Public Comment

None

VIII. Adjournment

A motion to adjourn was made by LouAnn Hudson and seconded by Darren Guido. *The motion carried unanimously* (Comegys, Cooke, Guido, Hudson, Moore, Pragg, Stevens, and West). The meeting adjourned at 2:41 p.m.